

**Notice of Meeting**

**BOARD OF TRUSTEES OF THE GALVESTON WHARVES**

**Regular Monthly Meeting**

**Monday, November 27, 2017**

**9:15 a.m.**

**Port of Galveston**

**8<sup>th</sup> Floor Shearn Moody Plaza**

**123 Rosenberg Avenue, Galveston, TX 77550**

**-THE REGULAR MONTHLY MEETING IS OPEN TO THE PUBLIC-**

**BOARD OF TRUSTEES**

**Chairman E. L. "Ted" O'Rourke**

**Vice Chairman Albert P. Shannon**

**Trustee Elizabeth Beeton**

**Trustee Richard D. DeVries**

**Trustee Jayson Levy**

**Trustee Todd P. Sullivan**

**Trustee/Mayor James D. Yarbrough**

**Peter Simons, Interim Port Director**

**Anthony P. Brown, Port Attorney**

**I. REGULAR MONTHLY MEETING**

**A. CALL TO ORDER**

A-1 Roll Call

A-2 Declaration of Quorum

**B. DECLARATION OF CONFLICTS OF INTEREST BY TRUSTEE**

**C. GENERAL BUSINESS**

**1. PRESENTATIONS AND ANNOUNCEMENTS**

C-1 Presentation by Trustee Todd Sullivan on the Pelican Island Bridge

**2. APPROVAL OF MINUTES OF THE BOARD OF TRUSTEES**

C-2 Minutes of the Regular Monthly Meeting of the Board of Trustees held Monday, October 30, 2017

C-3 Minutes of the Special Meeting of the Board of Trustees held November 7, 2017

- C-4 Minutes of the Special Meeting of the Board of Trustees held November 14, 2017

### **3. PORT DIRECTOR'S REPORT**

- C-5 Port Director/Staff Reports – Consideration of Information Received from the Port Director or Other Members of Port Staff with Respect to Port Operations, Including Such Matters as Revenue, Expense, and Other Financial Information; Cargo Tonnage and Ship Calls; Cruise Passenger Activity, Car Counts, and Ship Calls; Security Conditions and Other Security Related Matters; Facility Improvements, Maintenance, Repairs, and Demolition; Dredging; Matters Relating to Parking Operations; Staff and Trustee Travel Reports; and Other Matters Required to be Reported to the Trustees Pursuant to Law or Board Policy.
- C-6 Executive Committee Report
- C-7 Port of Call Committee Report

### **4. CONSENT AGENDA**

- D-1 Consider Board and Staff Expense Reports
- D-2 Consider Financial Statements
- D-3 Accept Port Investments Report
- D-4 Accept Bank Reconciliation Report and Schedule of Restricted Fund Balances
- D-5 Accept Cash Flow Projections
- D-6 Accept Monthly Delinquent Accounts Receivable Analysis
- D-7 Accept Vendor Check Register Report
- D-8 Consider Trade Development

### **5. BUSINESS ITEMS**

- E-1 Discuss and Consider Engagement Letter from Whitley Penn, P.C., Certified Public Accountants, to Audit the Financial Statements of the Board of Trustees of the Galveston Wharves, the Galveston Port Facilities Corporation, the Federal Single Source Audit, and the Annual Defined Benefit Pension Plan Audit for the Year Ending December 31, 2017
- E-2 Discuss and Consider Approval of 2018 Operating, Renewal & Replacement and Capital Improvements Budget
- E-3 Discuss and Consider Proposals to Provide Video Streaming, Indexing and Archiving Services for Board of Trustees Meetings

- E-4 Discuss and Consider Ratification of Changes to Galveston Wharves Tariff Circular No. 6, Item No. 410 – Dockage. Increase Rates in Accordance with Action Taken by the Gulf Seaports Marine Terminal Conference, Such Changes to be Effective on January 1, 2018
- E-5 Discuss and Consider Approval of Galveston Railroad, L.P. Terminal Tariff GVSR 7006-9 – Customer Switching and Accessorial Services, to be Effective January 1, 2018
- E-6 Discuss and Consider Ratification of Changes to Galveston Wharves Tariff Circular No. 6, Item No. 485 – Security Surcharge, Including Increases to the Port Security Surcharge Fees in Accordance with Action Taken by the Gulf Seaports Marine Terminal Conference, Such Changes to be Effective on January 1, 2018
- E-7 Discuss and Consider Approval of a Proposal by PND Engineers, Inc. for an Amount Not to Exceed \$127,694.08 for the Engineering Design and Construction Support Services for the Carnival Vista CT1 Wharf Improvements
- E-8 Discuss and Consider Approval of Master Services Agreement with J&J Telecommunications, Inc. for Telephone Communications and Internet Services for a Period of Six Months with an Effective Date of December 2, 2017
- E-9 Discuss and Consider Changes to Galveston Wharves Human Resources Policy Manual Related to Sick Leave Benefits and Vacation Benefits
- E-10 Discuss and consider Port Pension Plans and Accrual of Related Benefits
- E-11 Discuss and Consider Deferring Strategic Planning Process Until After Hiring of Permanent Port Director

**ANNOUNCE GOING INTO EXECUTIVE SESSION PURSUANT TO TEXAS GOVERNMENT CODE**

**-Section 551.074 – Personnel**

- a. Deliberate the Appointment, Employment, Evaluation, Reassignment, or Duties of a Public Officer or Employee, Including Without Limitation the Port Director or Deputy Port Director

**-Section 551.087 – Economic Development Negotiation**

- a. Discuss or Deliberate Regarding Commercial or Financial Information Received from a Business Prospect Seeking to Locate, Stay, or Expand at the Port of Galveston, or Deliberate the Offer of a Financial or Other Incentive to such a Business Prospect

**ADJOURNMENT OF EXECUTIVE SESSION**

**RECONVENE REGULAR MONTHLY MEETING**

**D. SET DATE OF NEXT BOARD MEETING, TIME AND LOCATION**

(Proposed: Monday, December 18, 2017 – 8:30 a.m.)

**E. ADJOURNMENT**

THE ITEMS LISTED FOR THE CONSENT AGENDA ARE CONSIDERED ROUTINE AND WILL NOT BE DISCUSSED UNLESS A TRUSTEE DESIRES TO DISCUSS – AS IS THE CASE, THAT SUCH ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED PRIOR TO THE REGULAR AGENDA ITEMS. AS USED IN THIS NOTICE, THE TERM “EXECUTIVE SESSION” MEANS A “CLOSED MEETING” AS DEFINED IN TEXAS GOVERNMENT CODE CHAPTER 551, THE OPEN MEETINGS ACT. THE BOARD RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION AT ANY TIME DURING THE COURSE OF THIS MEETING TO DISCUSS ANY SUBJECT, INCLUDING WITHOUT LIMITATION ANY SUBJECT APPEARING ON THIS AGENDA, AS AUTHORIZED BY THE OPEN MEETINGS ACT. FOLLOWING ANY EXECUTIVE SESSION, THE BOARD IN OPEN SESSION MAY TAKE A FINAL ACTION, DECISION, OR VOTE ON A MATTER DELIBERATED IN EXECUTIVE SESSION, AS AUTHORIZED BY THE OPEN MEETINGS ACT.

3:30 p.m., Wednesday, November 22, 2017



By: \_\_\_\_\_

Peter Simons, Interim Port Director

**Please Note**

**Members of the public attending the Board Meeting may park at no cost in the Shearn Moody Plaza Parking Garage. The garage is located across the street from the Port offices.**

**Members of the City Council may be attending and participating in discussion.**

**IN ACCORDANCE WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA), PERSONS IN NEED OF A SPECIAL ACCOMMODATION TO PARTICIPATE IN**

**THIS PROCEEDING SHALL, WITHIN THREE (3) DAYS PRIOR TO ANY PROCEEDING, CONTACT THIS OFFICE, 123 ROSENBERG AVENUE, 8<sup>TH</sup> FLOOR, GALVESTON, TEXAS 77550 (409-766-6105) TO MAKE ARRANGEMENTS FOR THE SPECIAL ACCOMMODATION.**

**P O S T E D**

**NOV 21 2017**

**CITY SECRETARY'S  
OFFICE**

*5 pm*  
*[Signature]*